

13.3 DEFINE ADJUST RELATIVE STATISTICAL PERIODS

Introduction

The “Relative Statistical Periods” option allows you to define the relative stat period(s) to be used in your adjusted item definitions. The adjust program will NOT run if you have not defined relative stat periods.

“Relative stat period” is a concept used in StEPS to define statistical periods in a general way. Relative stat period “00” represents the current (or base) stat period, “01” represents one stat period back from the base stat period, “02” represents two stat periods back from the base stat period, etc. (e.g., 00 = 2004, 01 = 2003, 02 = 2002). For example, if you wanted to adjust the value of an item using a current-to-prior period ratio of a form item, you would have to define a relative stat period of “00” for the *current* stat period and “01” for the *previous* stat period.

Regardless of how many relative stat periods are used, “00” must always be included, since it represents the base stat period for the survey period being processed. For most surveys, relative stat periods “00” and “01” will be the only ones needed. Relative stat periods need to be defined only once for a survey. Once defined, they become the default and will be used when running the adjust program, regardless of which stat period you are processing.

The relative stat periods defined for the adjust program are stored in the same file that is used for the derived item program: PARMLIB.DRELSTAT.

Accessing the Screen

- Click on the SURVEY SPECIFICATIONS button from the StEPS Main Menu.
- Click on the DERIVED ITEM DEFINITIONS button from the Survey Specifications Menu.
- Select the “Derived Relative Statistical Periods” option to display the following screen (Figure 13.3.1):

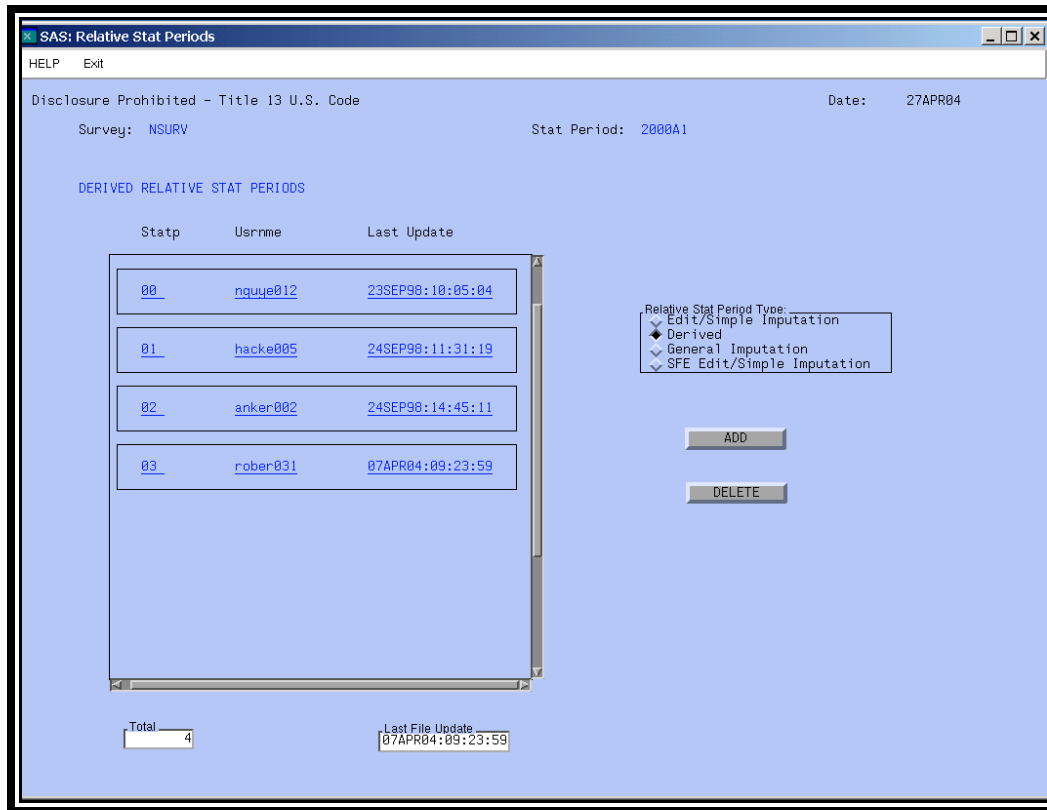


Figure 13.3.1 Define Derived/Adjust Relative Statistical Periods

Screen Features

- Relative stat periods must be defined not only for adjusted items, but also for derived items, edits, imputation, and the StEPS Front End. Each of these processes will specify stat periods from this same screen.

The relative stat periods used for the *adjust* module are specified in the *derived* relative stat period file. Click on the “Derived” button in the radio box on the right side of the screen to specify relative stat periods for the adjust module. (This should be the default.)

- The relative stat periods that have already been specified for the survey’s derived and/or adjusted items will display in the box on the left side of the screen. Columns of information include the following:

Statp	Relative stat period to be used in the derived/adjust item definitions (‘00’ = current stat period, ‘01’ = 1 stat period back, ‘02’ = 2 stat periods back, etc.)
Usrnm	Username of the person who last entered/updated the relative stat period record.
Last Update	The date/time that the relative stat period record was last updated.

- The total number of relative stat periods specified in PARMLIB.DRELSTAT is displayed in the “Total” field.
- The date/time that the derived/adjust relative stat period file (PARMLIB.DRELSTAT) was last updated is displayed in the “Last File Update” field.

To ADD a relative statistical period:

1. Click the radio button to select “Derived” from the Relative Stat Period Type box on the right side of the screen.
2. Click on the ADD button to display a pick list of relative stat periods (i.e., 00 - 999).
3. Click on the relative stat period you wish to add. (You may only add one relative stat period at a time.)
4. Click on the “OK” button to add the relative statistical period; otherwise, click “Cancel”.
5. The newly added relative stat period should now display in the box on the left side of the screen.

To DELETE a relative statistical period:

1. Click the radio button to select “Derived” from the Relative Stat Period Type box on the right side of the screen.
2. Click on the DELETE button to display a pick list of relative stat periods that have been defined for the survey being processed.
3. Click on the relative stat period you wish to delete. (You may only delete one relative stat period at a time.)
4. A confirmation message will display. Click “Yes” to delete the relative stat period; otherwise, click “No”.

P-Menus

P-menu	Options	Function
HELP	WhoamI (F7)	Display user default and systems information.
EXIT	StEPS Main Menu (Home) Exit (F3)	Return to StEPS Main Menu. Exit to previous screen.